

ADMINISTRATIVE - INTERNAL USE ONLY

3 December 1985

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

FROM:

Chief, Personnel and Training Branch, FBIS

SUBJECT:

Out Of Cycle Promotion

1. Your approval is requested for the temporary promotion of [redacted] from GS-08/7 to GS-09/6.

2. [redacted], a GS-07 FBIS Secretary, has been on detail to the [redacted] Office of Science and Technology Policy since October 1982. Her current extension, which expires 18 February 1986, is being extended 1 year to 18 February 1987. In October 1983, she received a temporary promotion to GS-08 which reverts to GS-07 upon her return to FBIS.

3. The White House Office of Science and Technology Policy has recommended [redacted] for temporary promotion to GS-09 with the understanding she reverts to GS-07 upon her return to FBIS. The FBIS Clerical Subpanel was polled by telephone and agrees to this out of cycle temporary promotion to GS-09.

Attachment:

Ltr to O/Pers fm EOP

APPROVE

4 DEC 1985

Director, Foreign Broadcast Information Service

Date

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